SCIENTIFIC COLLECTING PERMIT/AMENDMENT ISSUANCE LETTER

Your Scientific Collecting Permit (SCP) or SCP Amendment is enclosed and must be in immediate possession while collecting. You may not have been authorized for everything requested. Please read carefully the Conditions, Authorizations, and Approvals section of the enclosed permit or amendment and the descriptions of the enclosed Number Authorizations and Mandatory Conditions page.

VALID DATES OF PERMIT AND PERMANENT IDENTIFICATION NUMBER

Your permanent Scientific Collecting Identification Number (SCIN), which is prefaced with SC- followed by six digits, and the valid dates (from and through) of your permit/amendment are both located on the top portion of your permit/amendment in the DEPARMENT USE ONLY section. The stamp that is affixed to your SCP is used only for the Department of Fish and Wildlife's (Department) internal accounting purposes and the number and date on the stamp does not apply to the identification or term of your SCP.

PRIOR NOTIFICATION OF INTENT TO COLLECT IS MANDATORY

You must notify the Department regional office at least 24 hours prior to conducting the activity authorized by your SCP in the field. Complete and submit via fax the Notification of Intent to Collect for Scientific Purposes form (FG1379f), which is available online at www.dfg.ca.gov/licensing/specialpermits/, to the regional office whose boundaries surround the area where you will be collecting. Use the map on the form to determine the appropriate regional office to contact and fax number to use.

REPORTING REQUIREMENTS

You must carry the Report of Specimens Captured or Salvaged (FG 1379a) with your SCP and any amendments while collecting. The report must be filled out immediately upon completion of each collecting trip. The disposition portion of the report may be filled out when final disposition of the animals is known. Section 650(i), Title 14, of the California Code of Regulations (CCR) requires that SCP permittees submit a report within 30 days of the expiration of the permit or upon submitting an application to renew a SCP. The report and instructions for completing it are available at www.dfg.ca.gov/licensing/forms/ in a fill and save format. Upon completion of this electronic report, print a copy and attach it to your SCP application or you may send an electronic copy to the License and Revenue Branch at spu@dfg.ca.gov. Each individual to whom a SCP is issued must provide their own Report of Specimens Captured or Salvaged. If you are not renewing your permit, you are still required to submit a final report within 30 days after of the expiration of your SCP.

If you do not collect any specimens or collect the same individuals as another permittee, you still need to submit a report. Enter a single line indicating that no specimens were collected or indicate the permittee's name and SCP number for the specimens already reported. DO NOT DUPLICATE DATA.

The Department also requires that you record your field observations of Threatened, Endangered, or Special Concern species for addition to the California Natural Diversity Database. The California Native Species Field Survey Form, instructions, and other acceptable formats, including digital, are available at www.dfg.ca.gov/biogeodata/cnddb/submitting_data_to_cnddb.asp.

AMENDMENTS TO YOUR SCP

If you want to request additional authorizations to your existing SCP or your affiliation changes, or if adding/removing employees or volunteers (for qualified entities), you must complete and submit a Scientific Collecting Permit Amendment Form (FG1379e), which is available online at www.dfg.ca.gov/licensing/forms/. You may not begin new collection activity until you have received an approved validated amendment.

WHERE DO I GET FORMS?

The SCP Amendment Form, Notification of Intent to Collect for Scientific Purposes form, Report of Specimens Captured or Salvaged, Special Animals List or California Native Species Field Survey form may be accessed at the Department's websites listed above or by contacting the Department of Fish and Wildlife, License and Revenue Branch at 1740 N. Market Blvd., Sacramento, CA 95834, telephone (916) 928-5849 or e-mail spu@dfg.ca.gov.

RABIES EXPOSURE INFORMATION

The California Department of Public Health recommends precautions when handling specimens of wildlife that pose high-risk exposure to rabies. Species that represent a high risk for human rabies exposure (skunks, bats, foxes, raccoons, wild felids and canids) should be handled with the following precautions:

- Specimen handlers are strongly encouraged to obtain rabies pre-exposure prophylactic immunizations.
- Protective gloves and a face shield should be worn when collecting or handling specimens.
- Saliva and neurological tissue should be considered infectious. Gloves and instruments that may be contaminated with saliva or neurological tissue must be treated as infectious.
- If any injuries resulting in broken skin are contaminated with saliva or neurological tissue from a high-risk dead specimen, the person should immediately consult a physician about appropriate rabies prophylactic treatment.
- Specimens should be prepared by a taxidermist to reduce the potential risk.